



TOWN OF DISCOVERY BAY

A COMMUNITY SERVICES DISTRICT



President – Robert Leete • Vice-President – Kevin Graves • Director – Bill Mayer • Director – Bill Pease • Director – Chris Steele

**MINUTES OF THE REGULAR MEETING
OF THE BOARD OF DIRECTORS
OF THE TOWN OF DISCOVERY BAY
Wednesday March 15, 2017
REGULAR MEETING 7:00 P.M.**

**Community Center
1601 Discovery Bay Boulevard, Discovery Bay, California
Website address: www.todb.ca.gov**

REGULAR MEETING 7:00 P.M.

A. ROLL CALL AND PLEDGE OF ALLEGIANCE

1. Call business meeting to order 7:00 p.m. – By President Leete
2. Pledge of Allegiance – Led by President Leete
3. Roll Call – All Present

B. PUBLIC COMMENTS (Individual Public Comments will be limited to a 3-minute time limit)

None

C. CONSENT CALENDAR

All matters listed under the CONSENT CALENDAR are considered by the District to be routine and will be enacted by one motion.

1. Approval of regular and closed session minutes for March 1, 2017
2. Approve Register of District Invoices
3. Approval of the addition to the Parks and Recreation Event Calendar for 2017
4. Approve the adoption of Resolution No. 2017-05 and the Records Retention Schedules
5. Adopt and Present Proclamation 17-02 thanking and honoring Fire Chief Hugh Henderson for his many years of public safety service and congratulate him on his retirement

President Leete – Pulled Item C-3 for discussion

Motion by: Director Pease to approve items C-1, C-2, C-4, and C-5 of the Consent Calendar.

Second by: Director Steele

Vote: Motion Carried – AYES: 5, NOES: 0

Recreation Programs Supervisor Kaiser – Introduced the representatives from the Discovery Bay Chamber of Commerce who provided the details of the addition to the events calendar.

Motion by: Director Pease to approve C-3 of the Consent Calendar

Second by: Director Mayer

Vote: Motion Carried – AYES: 4 – President Leete, Vice-President Graves, Director Mayer, Director Pease
NOES: 0, ABSTAIN: 1 – Director Steele

D. AREA AGENCIES REPORTS / PRESENTATION

1. East Contra Costa Fire Protection District Report

Chief Henderson – Provided an East Contra Costa Fire Protection District update regarding the February 2017 report.

President Leete – Presented Proclamation 17-02 to Chief Henderson and each of the Board Members thanked Chief Henderson for all of his hard work.

E. MONTHLY WATER AND WASTEWATER REPORT – VEOLIA

1. Veolia Report – Month of February 2017

Project Manager Sadler – Provided the details of the February 2017 Monthly Operations Report. There was discussion regarding the presentation provided in relation to the new Technology – SL-RAT along with the

data collected. The discussion continued regarding the data collected with the SL-RAT; the data collected is through each manhole and is transmitted and received.

F. BUSINESS AND ACTION ITEMS

1. Annual Audited Financial Statements: Receive report from the District's Auditor and consider approving the FY 2015-16 Audited Financial Statements.

Croce, Sanguinetti, & Vander Veen – Provided the details of the Annual Audited Financial Statements for FY 2016-16.

Public Comment Regarding:

- Unallocated surplus/reserves and a Prop 218

The auditors provided the details regarding the public comment question related to the surplus and reserves referred to on page 17 of the FY2015-16 Audited Finance Statements.

Motion by: Director Pease to approve and accept the FY 2015-16 Audited Financial Statements.

Second by: Director Graves

Vote: Motion Carried – AYES: 5, NOES: 0

2. Discussion and consideration to approve the agreement with Urban Futures Inc. to provide the District with both Continuing Disclosure and Dissemination Agent Services.

Finance Manager Breitstein – Provided the details regarding the continuing Disclosure and Dissemination Agent Services and the desire to act as the Districts Dissemination Agent.

Motion by: Director Graves to engage Urban Futures Inc. to provide the District with both Continuing Disclosure and Dissemination Agent Services.

Second by: Director Pease

Vote: Motion Carried – AYES: 5, NOES: 0

3. Discussion and possible action related to the letter sent regarding Re-allocate ad valorem property taxes as requested by the East Contra Costa Fire Protection District.

Director Graves – Provided a background of the letter that was originally sent out on November 21, 2016 and the need to revise that letter. There was discussion regarding the original letter sent in relation to the property taxes.

Public Comments Regarding:

- Does not want to have an increase in property taxes
- Emergency services are essential, however not in support of reallocating the cost
- Supports the reconsideration of the revised letter
- Commends the board in taking action of a revised letter
- Study done regarding what the Fire District needs

The Board requested that the item be brought back to the board to approve a revised letter.

G. INFORMATIONAL ITEMS ONLY

None

H. DIRECTORS' REPORTS

1. Standing Committee Reports – Director Mayer regarding the Finance meeting, Director Pease regarding the Parks and Recreation meeting.

2. Other Reportable Items – President Leete stated that there will be a meeting in Brentwood on March 23rd regarding the Tunnels.

There was discussion regarding President Leete representing the Discovery Bay Board of Directors at the meeting in relation to the Tunnels. By consensus the Board authorized President Leete to represent the Board at the Tunnel meeting.

Legal Counsel Streater – Provided legal advice regarding President Leete representing the Discovery Bay Board of Directors in relation to the Tunnels meeting on March 23rd.

I. MANAGER'S REPORT

None

J. GENERAL MANAGER'S REPORT

Provided an update in relation to the Water Meter Installation Project.

K. CORRESPONDENCE RECEIVED

1. Received February 22, 2017 from Special District Risk Management Authority – Workers' Compensation Longevity Distribution.

2. Received March 6, 2017 - Interim Fire Chief Helmick Press Release.

L. FUTURE AGENDA ITEMS

- Presentation from Vector Control

Public Comment:

- Environmental Impact Report (EIR) on Groundwater in relation to the Tunnels

M. ADJOURNMENT

1. The meeting adjourned at 8:03 p.m. to the regular meeting on April 5, 2017 beginning at 7:00 a.m. at the Community Center located at 1601 Discovery Bay Boulevard.

//cmc – 03-22-17

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